



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

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February 24, 2011

MEMORANDUM

TO: Local and Intermediate School District Superintendents, Public School Academy Administrators, High School Principals, and Michigan Merit Exam Coordinators

FROM: Sally Vaughn, Ph.D. *Sally*
Deputy Superintendent/Chief Academic Officer

SUBJECT: Grade Assignment for Accountability Calculations – High School (REVISED)

This memo is to clarify the grade assignment policy outlined in a memo dated October 21, 2010, and to provide an FAQ to help answer key questions.

In order to obtain accurate reporting for accountability purposes, the Office of Educational Assessment and Accountability (OEAA) has refined its procedures regarding the use of 11th grade Michigan Merit Exam (MME) scores for accountability decisions, such as Adequate Yearly Progress (AYP), school accreditation, and the Persistently Lowest Achieving (PLA), and statewide Top to Bottom ranking lists. Please review the details below and contact OEAA using the contact information below if you have any questions or feedback. Ensuring that grade levels are accurate for all students is critically important to have scores counted appropriately toward accountability calculations.

To define 11th grade enrollment, OEAA will use the spring Michigan Student Data System (MSDS) collection. All students who are grade 11 at the time of this collection will be expected to be tested on the MME. Students who are grade 11 in the spring MSDS collection and who do not test for any reason will be counted as "not tested" and will count against participation rates, as well as proficiency calculations.

Therefore, it is critical during the "Tested Roster" window, schools must ensure the grade is correct for all students. This window is the only opportunity schools will have to verify the grade assignment of their students. Therefore, districts and schools should make every effort to ensure the grade level reported in the spring

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MSDS is appropriate for the student, or a student record maintenance (SRM) collection is submitted and certified in MSDS prior to the close of Tested Roster. OEAA will not accept appeals regarding grade level during the "Students Not Tested" window.

All students are expected to be counted toward accountability calculations during their time in high school. This includes both AYP and accreditation status.¹ Students reported in grade 11 who do not have prior valid MME scores AND who have not previously counted toward AYP and accreditation, will be expected to test. If a student is in grade 12 and has not previously counted toward accountability calculations, aside from 9th grade participation for the proposed MI-SAAS, this student will be counted during his/her 12th grade year. For participation calculations, this includes all 11th and 12th grade students meeting this criterion; for proficiency calculations, only full academic year 11th and 12th grade students meeting this criterion will be included.

A Frequently Asked Questions (FAQ) document prepared on this topic is attached.

If you have questions, please contact Chris Janzer, AYP Specialist, by e-mail at MDE-Accountability@michigan.gov or call (517) 373-1342.

Attachment

cc: Michigan Education Alliance

¹ Please note: the current school accreditation system is the EducationYes! accreditation system. It has been proposed that this system be replaced with the Michigan School Accountability and Accreditation system (MI-SAAS), which is pending legislative approval as of the date of this letter. MI-SAAS will replace EdYes! when approved.

High School Grade Assignment for Accountability Calculations

Frequently Asked Questions

(revised January 2011)

The goal of Michigan's testing policy is to ensure that ***all*** students take the high school assessment. Although most students take the assessment and are included in a school's accountability calculations in 11th grade, there are some specific exceptions to this.

1. Does a senior new to a school who has moved to Michigan from another state in the current school year need to test?

No. This student is encouraged, but not required, to test. The student will not be considered in accountability calculations.

2. Does a senior new to a school this year have to test if they only received partial scores on the MME during their junior year in their former school?

No. This student would have counted in accountability calculations at their former school as a junior. The student can elect to take the MME as a senior if they are a first-time tester or if they took the assessment and did not receive valid scores in all MME subject areas as a junior. If they retake the test, their scores and participation will not be used in accountability calculations.

3. Is a fifth year senior required to take the MME?

No. A student is only required to take the MME if he/she not yet counted in accountability calculations. Schools may search the OEAA Secure Site to check a student's test history.

4. Does a senior who attended school in another country as a foreign exchange student during their junior year need to take the MME?

Yes. A senior is required to test if they were previously enrolled in the same high school prior to their foreign exchange program participation but were not previously counted in accountability calculations.

5. Do students enrolled as foreign exchange students from other countries need to take the MME?

Yes, if a school enrolls a foreign exchange student in 11th grade. All grade 11 students will be expected to test and count in accountability calculations; however, foreign exchange students will typically only count in a school's participation calculation as they are normally not enrolled for a full academic year (FAY).

If a school enrolls a foreign exchange student in 12th grade, that student is **NOT** expected to test.

6. Is a student from out-of-state who enters the state for the first time as a 12th grade student expected to test?

No. A student who moves into the state during the summer or during their 12th grade year, and who was not enrolled in a Michigan school in the year prior, is not expected to test.

7. Does a senior who is new to a school and was enrolled in a private school or homeschooled in previous years have to test?

No. This student is encouraged, but not required, to test. The student will not be considered in accountability calculations.

8. Does a private school or homeschooled student who is partially enrolled at a school need to test?

No. Students who are enrolled in a public school for less than a full FTE do not need to test. Schools should make sure that these students are reported in the Michigan Student Data System (MSDS) with the proper Student Residency characteristic ("homeschooled" or "non-public school student").